

Pass the Knowledge Exam?



If you do not need to take a skills test, you will receive your new license in the mail in August or September 2005 and the process is complete.

If you are required to take a skills test, see the "Skills Test" section below.

Fail the Knowledge Exam?



If you fail the knowledge test, you will be allowed to retake it for no additional fee, as many times as you need to until you pass.

Skills Test

The skills test is administered by the Department of Telecommunications and Energy (DTE). For information on test sites and locations and to schedule a skills test, contact your bus company.

Skills Test Fees

You must pay \$20 to the Department of Telecommunications and Energy (DTE) at the time of the skills test.

Your New License

If you meet all of the requirements for an "S" endorsement, you will receive your new license in the mail in either August or September 2005.

Massachusetts Registry of Motor Vehicles

1 Copley Place
Boston, MA 02116
617-351-4500
www.mass.gov/rmv

Commonwealth of Massachusetts Registry of Motor Vehicles



School Bus "S" Endorsement

Due to the federal Motor Carrier Safety Improvement Act (MCSIA), beginning September 30, 2006, all school bus operators must have a school bus "S" endorsement on their Commercial Driver's Licenses, in addition to a DTE school bus certificate. Your ability to operate a school bus will be affected by this new requirement. Read the enclosed information and ensure that you take all the necessary steps to obtain an "S" endorsement. If you do not, you will not be allowed to drive a school bus after September 30, 2006.

Why?

You need an "S" Endorsement

In 1999, Congress passed the Motor Carrier Safety Improvement Act (MCSIA), which amended Title 49 of the United States Code relating to the licensing, testing, and sanctioning of commercial motor vehicle drivers required to hold a Commercial Driver's License (CDL). Section 214 of MCSIA mandated that the new "S" endorsement be created for school bus operators.

When?

You need an "S" Endorsement

All current school bus operators must have an "S" endorsement on their Commercial Driver's Licenses by September 30, 2006. If you do not get the endorsement by September 30, 2006 you will not be able to drive a school bus.

Note: New school bus applicants must now get the school bus endorsement at the same time as the Commercial Learner's Permit and passenger endorsement.

How?

You Get an "S" Endorsement

To be eligible for an "S" endorsement, you must do the following:

1. Pay all applicable fees.
2. Pass a knowledge test that covers at least three safety specific topic areas based on federal standards. Every school bus operator must pass this test.

Call Vehicle Safety & Compliance Services at 617-351-9345 to schedule a knowledge test. You will take the test in a branch office.

Note: You may be required to take a skills test if you do not meet certain criteria (see next question for an explanation of this requirement).

Need?

Do I Have to Take the Knowledge and Skills Tests if I Currently Operate a School Bus?

All school bus operators need to pass the knowledge test. There are no exceptions. Some school bus operators may also need to take a skills test. You will **not** need to take a skills test if:

- You have been regularly employed by a school bus company for the previous 2 years; or you have taken a school bus skills test since September 30, 2002.
- You have not been convicted of any disqualifying offenses as defined in Section 383.51 (b), 49 Code of Federal Regulation.

Knowledge Test

The written knowledge test will consist of 20 multiple choice questions that cover at least three safety specific topic areas.

If you pass the test, you will receive your new license in the mail in August or September 2005.

Preparation

Study Section 10 (version 080904) of the 2004 Model Commercial Driver's License Manual. The questions on the knowledge test will be based on the information from Section 10, so you should be familiar with this information before taking the test.

Note: In some cases, the federal standards conflict with Massachusetts standards (see Section 10 cover letter for a complete list of conflicting standards).

The knowledge test answers will be based on the federal standards. However, when operating a school bus in Massachusetts, you must always follow Massachusetts standards.

What Do I Need to Bring?

You need to bring the following to the branch office:

- Your current valid Commercial Driver's License
- Your completed *Affidavit for Waiver of School Bus Endorsement Skills Test* (You will receive a blank affidavit in the mail if our records indicate that you may be exempt from the skills test.)

You must also provide your school bus company's name and address at the branch office.

Knowledge Test Fees

The fee for the knowledge test is \$10. The fee for the new license is \$15. If paying by check or money order, make payable to the RMV for \$25 and bring it with you to the branch office. You can also pay by mail or credit card. To pay by mail, use the payment coupon at the bottom of the letter you received. To pay by credit card, call the RMV's Telephone Center at 617-351-4500.